

UNITED STATES SENTENCING COMMISSION
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June 24, 2013

MEMORANDUM

TO: Jason Hawkins
Federal Public Defender

FROM: Pamela G. Montgomery, Esq.
Director and Chief Counsel of Training
Office of Education and Sentencing Practice

SUBJECT: U.S. Sentencing Commission Regional Training Seminar –
Dallas, Texas - August 12 - 13, 2013

You are cordially invited to attend and send members of your staff to the United States Sentencing Commission's Regional Training Seminar in Dallas, Texas on August 12 - 13, 2013. On Monday, August 12, 2013 the Commission will provide a half day Introduction to Federal Sentencing Guidelines session. On Tuesday, August 13, 2013 the Commission will have a full day training seminar, including a plenary session and breakout sessions on a number of sentencing issues. Please extend this invitation to the CJA panel attorneys in your district, as well.

The seminar will be held at the Crowne Plaza Downtown, 1015 Elm Street, Dallas, TX 75202. There is no registration or tuition fee for people attending the seminar. Although there is no fee, space is limited and you must register as soon as possible for the seminar at <http://events.SignUp4.com/USSCTrainingWkspDallas>

The Crowne Plaza Downtown has limited rooms available for lodging. The lodging rate is \$113.00 a night for seminar attendees. To book a room please click on the following link:

<https://resweb.passkey.com/go/USSC2013cp>. Any travel expenses incurred will be the responsibility of your office or the registrant.

Mandatory continuing legal education (MCLE) accreditation has been requested for Texas. Approval is pending.

Please feel free to call me at (202) 502-4540 or Cosette Jablonski, Training Coordinator, at (202) 502-4637, if we can assist you in any way. For more information on this event and other sentencing matters go to www.ussc.gov.